

Progress Report

Team or Project Name: Tech-N-Effect

Date: March 11, 2014

Team Member Attendance (include SME if attended): Cindy Mako-Robinson, Jen Washko, Vince Velazquez, Janel Koellner

Contacts with SME: (dates, time, method) Later this week via Cindy – at U of A

Main work focus: Design, create, and get survey disseminated to faculty

Progress: Survey Questions created, currently editing.

Next Steps: Will work with Steve to identify recipients of survey: both faculty that are experienced in online course creation, and those new to the process

Action Step Assignments: All members contribute to survey design. Cindy will work with Steve to create survey in EvalCheck (?) All group members can view response/feedback

Product or Content Needs: EvalCheck – connection through U of A Cindy/Steve

Sticky Problems: Project pacing, meeting times

Problems Solved: Decided to meet weekly on Monday evenings via Blackboard, later in week as needed. Progress reports to be completed Tuesday of each week by communicator and emailed to Dr. Ward. Beginning to brainstorm project ideas for both the project and team's final report

Other: Finding a mutually agreeable meeting time proved to be a bit difficult, but it looks like we have a workable solution!